

# DESIGN REVIEW III APPLICATION

## WOODBURN COMMERCIAL

**Assessor's Map**  
05 2w 12BC

**Tax Lots**  
6600

**August 11, 2014**  
**Revised: October 7, 2014**



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August 11, 2014

Revised: October 7, 2014

## **DESIGN REVIEW III**

### **Project Name**

Woodburn Commercial

### **PROPERTY OWNER / APPLICANT**

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### **CIVIL ENGINEER**

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The following specific proposal information is from the Type III Design Review Application Packet.

### MAP and TAX LOT

Assessor's Map	Tax Lot	Current Zoning
05 2W 12BC	6600	CG

### DESCRIPTION OF THE PROPOSAL

The site is located at 3001 West Newburg Highway, Woodburn, Oregon and consists of approximately 5 acres. Robin Avenue borders the property on the north, Arney Road to the east, Woodland Avenue to the west and State Highway 219 to the south. The property was previously occupied by a Chevrolet vehicle dealership and has also operated as an Enterprise Rent-a-Car. The existing 30,000 sf building was recently removed with a Demolition Permit. The site is located in close proximity to the Woodburn Company Stores and associated retail uses located to the east. There are single family neighborhoods to the west and north.

In 2012 the property was rezoned from CG with an overlay zone that limits the commercial development opportunities to land uses that are primarily auto oriented to CG. The current owner, through this Design Review III application plans to develop the property with commercial / retail tenants. The buildings will primarily contain retail tenants with the exception of the building in the northwest corner. That building is proposed as a First National Taphouse, a sit down restaurant and brew pub. There is also a small drive through facility located in the building at the southwest corner that may sell coffee / food.

### REQUIRED SUBMITTALS

The written statement follows the Site Plan Requirements list below.

#### 1. Uniform Application

Attached

#### 2. Site Plan

Date, North arrow, and standard	Shown on Site Plan 1"=40'-0"
Image Area 50' from perimeter of subject property Abutting rights of way	See Site Plan
Tax Lots	Shown on Site Plan
Property Lines	Shown on Site Plan
Streets and Easements	
Public rights of way, with street names	Shown on Site Plan
Public and Private Easements	See Existing Conditions
Pedestrian and bike facilities	See Site Plan
Street Trees	See Site Plan and Planting Plan
Utilities	
Water lines (noting size) and fire hydrants	See Water Distribution and Sanitary Sewer Plan
Sanitary sewer lines (noting size)	See Water Distribution and Sanitary Sewer Plan
Storm Drain lines (noting size)	See Water Distribution and Sanitary Sewer Plan
	See Attachment C Stormwater Narrative
Street Lights	None proposed

	See Attachment G, Photometric Report See Site Plan for light locations
Contour lines, existing/proposed, 2' intervals	See Stormwater and Grading Plan
Natural features	
100 year flood plan (FEMA)	Not applicable
Wetlands	See Attachments D and E
Top of Bank of Stream	Not applicable: no streams on site
Riparian Corridor /Wetland Overlay District	Not applicable
Wells	Not applicable
Septic Systems	Sanitary is connected to city system
Trees 4" or more caliper	See Site Plan
Use, building footprint existing	See Site Plan and Existing Conditions Plan
Setbacks	See Site Plan

**3. Architectural Drawings (floor plan and elevations)**

See attached drawings.

**4. Material Sample Board**

See attached 8 ½ x 11 images in Written Statement. Attachment F.

**5. Narrative demonstrating compliance with the criteria of the Woodburn Development Ordinance.**

See Written Narrative following this list.

- a. Section 2 – Zoning district regulations of the relevant zone
- b. Section 3.01 – Streets
- c. Section 3.03 – Setbacks and Open Space
- d. Section 3.04 – Vehicular Access
- e. Section 3.05 – Off-Street Parking and Loading
- f. Section 3.06 – Landscaping
- g. Section 3.07 – Architectural Design
- h. Section 3.10 – Signs

**6. Latest recorded deed(s) for the subject property, or the recorded sales contract.**

See attached drawings.

**7. Notification area map and mailing labels**

See attached.

**8. Filing Fee**

Submitted with application

Project site is approximately 5 acres

## WRITTEN NARRATIVE

### DESIGN REVIEW III

*The following is the written statement responding to the Design Review III criteria demonstrating compliance with the Woodburn Development Ordinance.*

- a. Section 2.01 – Zoning district regulations of the relevant zone  
This property is zoned CG therefore the relevant zoning district regulations are found under section 2.03 Commercial Zones.

#### **Uses Allowed In Commercial Zones Table 2.03A**

Table 2.03A shows the following proposed uses for this site as (P) Permitted Uses allowed outright, subject to the general development standards of this Ordinance. See Attachment H.

##### Commercial Retail Services

Bakeries, delicatessens, grocery and convenience stores  
Office and office services and supplies  
Professional services  
Restaurants and drinking places  
Retail trade offering goods and services directly to customers

These uses do not have any limitations as listed in Table 2.03A.

#### **Site Development Standards Table 2.03C**

Front Setback and Setback Abutting a Street, Minimum 5 feet  
*All buildings have been setback a minimum of 5 feet from the property line*

Side or Rear Setback Minimum 5 feet (or at property line)  
*The property does not have any side yards or rear yards. The property fronts roads on all sides*

Lot coverage maximum Not specified

Building Height, Maximum Outside Gateway Subarea: 70 feet  
*The buildings will typically be one story and less than 70 feet tall. See Architectural Elevations in drawing package.*

#### **2.05.02 Interchange Management Overlay District**

*The development site falls within the boundaries of Interchange Management Area however the map and tax lot are not specified in the Vehicle Trip Budget By Parcel Table 2.05A. The prior owner submitted a Zone Change Application and corresponding TPR Report created by Kittelson & Associates, Transportation Engineers. This report was approved as part of the Zone Change and sets a trip cap for future development of the site. See attached TPR from 2012 and new Traffic Report submitted as part of this application.*

*In summary, the old report set a trip cap and the new report analyzes the existing proposed uses. The new report indicates that the proposed development adheres to that trip cap.*

- b. Section 3.01 – Street Standards
- A. No development shall be approved, or access permit issued, unless the internal streets, boundary streets and connecting streets are constructed to at least the minimum standards set forth in this Section, or are required to be so constructed as a condition of approval.  
*The 4 streets abutting this development site are currently under construction, or will be, as a result of ODOT planned improvements. All boundary streets and connecting streets will be improved to the minimum standards in this Section per ODOT's project. There are no internal streets on this development site.*

c. Section 3.03 – Setback, Open Space and Lot Standards

**3.03.01 Setbacks**

A. Setbacks

1. No required setback provided for any building or structure shall be considered as providing a setback for any other building.

*Each building meets the required setback standard individually and does not provide a setback for any other building.*

2. No required setback for any building or structure shall be considered as providing lot coverage for another building . .

*No required setback for any building or structure provides lot coverage for another building.*

- B. Setbacks shall be open and unobstructed by buildings or structures from the ground to the sky, except as may otherwise be permitted in this Section and in Accessory Structures (Section 2.06).

*All proposed setbacks are unobstructed by buildings or structures.*

- C. No portion of a lot necessary to meet the standards for lot area, width, frontage, setbacks, lot coverage, open space, or other requirement of this Ordinance shall have more than one owner, except through zoning adjustment, or variance.

*No portion of a lot necessary to meet the standards as listed above or other requirement of this Ordinance shall have more than one owner.*

**3.03.02 Special Setbacks**

- A. Special Setbacks are necessary when existing street right-of-way is less than the designated right-of-way in the Woodburn Transportation System Plan.

*All surrounding roads are currently under improvement through an ODOT project. ODOT is currently improving the abutting streets to meet or exceed the designated right-of-way in the Woodburn Transportation System Plan. No Special Setbacks are required as a result of this development proposal.*

**3.03.03 Projections into the Setback Abutting a Street**

- A. Chimneys, flues, bay windows, steps, eaves, gutters, sills, pilasters, lintels, cornices, planter boxes and other ornamental features may not project more than 24 inches into the setback abutting a street.

*Building Pads A, B and C and the First National Taphouse are the only buildings that are immediately abutting the 5' setback from the front property line. All of these buildings have eaves that extend no more than 24" into the setback abutting both Robin Avenue and Arney Road. See Architectural Elevations in drawing package.*

*All of the buildings can be reviewed for compliance at time of building permit.*

**3.03.04 Projections into the Side Setback**

*No side setbacks on development site.*

**3.03.05 Projections into the Rear Setback**

*No rear setbacks on development site.*

**3.03.06 Vision Clearance Area**

- A. A vision clearance area (Figures 3.03A and B) is an area at the intersection of two streets, a street and a driveway, or a street and an alley, in which visual obstructions are limited for safety purposes.

- B. The vision clearance area is formed by a combination of the following lines:

1. At the intersection of two public street: a line extending 30 feet from the two lot lines adjacent to a street, and a third line drawn across the corner of the lot that connects the ends of the lines.

*See Site Plan for location of Vision Clearance Areas.*

5. At the intersection of a public street and a driveway: a line extending ten feet from the intersection

along the back of curb, a line extending ten feet along the side of the driveway, and a third line drawn across the corner of the lot that connects the ends of the lines.  
*See Site Plan for location of Vision Clearance Areas.*

d. Section 3.04 Vehicular Access

**3.04.01 Applicability and Permits**

A. Street Access

Every lot shall have:

1. Direct access to an abutting public street  
*Every lot (currently there is one) has direct access to an abutting public street. In this case there is access to both Robin Avenue to the north and Arney Road to the east.*
2. Access to a public street by means of an access easement and maintenance agreement to the satisfaction of the Director, and revocable only with concurrence of the Director.  
*Should the property be partitioned or subdivided in the future, access and maintenance easements will be provided as required. The future partition line has been indicated and separates the First National Taphouse on to its own lot leaving the remaining property on the its own tax lot.*

B. Access to City Streets

A City access permit shall be required for any new or modified vehicular access to a street that is under City jurisdiction.

*A replacement and relocated access is being proposed for Robin Avenue, a street that is under City jurisdiction. An access permit will be applied for at the time of building permit. This access has been relocated further east to move it further away from the intersection of Robin Avenue and Woodland Avenue.*

C. Access to County Roads

*There are no county roads abutting the street to which the project needs access.*

D. Access to State Highways

*ODOT has already limited access to State Highway 219. No access is proposed.*

*Arney Road is currently under ODOT jurisdiction but will eventually be under City jurisdiction. The design team is coordinating with ODOT and the City for the location of the access point on Arney Road.*

**3.04.02 Drive-Throughs**

A. Drive-Through Lane Dimensions and Configuration

1. Minimum Lane Width: 12 feet  
*See Site Plan for dimensions of drive through lanes on only drive through structure (Pad E: Drive Through). Minimum width is 12 feet.*
2. Minimum Lane Length: 50 feet  
*See Site Plan for dimensions of drive through lanes on only drive through structure (Pad E: Drive Through). Minimum length is 50 feet.*
3. Minimum Turn Radius: 25 feet  
*See Site Plan for dimensions of drive through lanes on only drive through structure (Pad E: Drive Through). Minimum turn radius is 25 feet.*

B. By-Pass Lane

Drive-throughs shall include a by-pass lane to a site exit with a minimum width of 8 feet.



*See Site Plan for dimensions of drive through lanes on only drive through structure (Pad E: Drive Through). Minimum by pass lane width is 8'.*

### **3.04.03 Driveway Guidelines and Standard**

#### **A. Number of Driveways**

3. For nonresidential uses, the number of driveways should be minimized based on overall site design, including consideration of:

- a. The functional classification of abutting streets  
*Robin Avenue is a Service Collector.*  
*Arney Road is a Service Collector.*  
*Woodland Avenue is an Access Street.*  
*State Highway 219 (Newberg Highway) is a Major Arterial.*

*Currently there are no driveways proposed for either Woodland Avenue or State Highway 219. A relocated driveway is proposed for Robin Avenue. The existing driveway has been located further east than the existing driveway. A relocated driveway is proposed for Arney Street as well.*

- b. The on-site access pattern, including parking and circulation, joint access, turnarounds and building orientation.  
*The location of the only 2 driveway entrances were proposed after analyzing the on-site traffic patterns as well as the off-site traffic patterns. Currently the majority of the traffic will come from Arney Road (via Highway 219). Even though Arney Road is a lower classification street this is typically where the majority of the traffic will originate as they exit I-5 to Highway 219. The driveway access on Arney Road recognizes and accommodates this traffic pattern. If Robin Avenue were the only access point it is clear that the un-signalized intersection of Robin Avenue and Arney Road would create more congestion than necessary.*

*Transportation studies indicate the majority of the traffic originates on State Highway 219 after it exits Interstate 5. It then continues North on Arney Road and east on Robin Avenue to the Woodburn Outlet stores. Traffic leaving the Woodburn Outlet area would then travel west on Robin Avenue and have an opportunity to turn south on Arney Road to access the site or west on Robin Avenue to access the site at that point, depending on how far traffic is backed up east on Robin Avenue.*

- c. The access needs of the use in terms of volume, intensity and duration characteristics of trip generation.

*See Transportation Assessment Letter from Kittelson & Associates, Inc.*

#### **B. Joint Access**

1. Lots that access a Major Arterial, Minor Arterial, or Service Collector should be access via a shared driveway.  
*All access points will be designed as shared driveways regardless of the classification of the street from which they originate.*
2. A partition, subdivision or PUD . .  
*This is not an application for a partition, subdivision or PUD.*
3. Every joint driveway or access between separate lots shall be established by an access easement and maintenance agreement to the satisfaction of the Director and revocable only with the concurrence of the Director.  
*Currently there are no separate lots. Should a partition or subdivision application be submitted in the*

*future, joint driveways and access between lots will include an access and maintenance agreement.*

C. Interconnected Parking Facilities

1. All uses on a lot shall have a common or interconnected off-street parking and circulation facilities. *There will be an access and maintenance easement agreement to allow interconnected off-street parking and circulation facilities.*
2. Similar or compatible uses on abutting lots shall have interconnected access and parking facilities. *There will be an access and maintenance easement agreement to allow interconnected off-street parking and circulation facilities even though there are no separate lots currently proposed.*

**Access Requirements Table 3.04A (for Commercial Use)**

Paved Width of Driveway                      24' minimum, 36' maximum (Add 8' if a turn lane is provided)  
*The driveway on Arney Road is 36' wide. The driveway on Robin Avenue is 36' wide.*

Curb Flare Radius                              30' minimum  
*All driveway curb flare radii are 30' minimum. See Site Plan.*

Throat Length (Service Collector)        50' minimum  
*Throat length at driveway on Robin Avenue is a minimum of 50 feet. See Site Plan. The Ordinance states that the throat length is measured from the right of way. In this case 2 distances have been shown: 50' from the right of way and at least 100 feet from the curb. The Robin Avenue right of way is oddly located and doubtful that the road will be built out to full right of way width in the future. In either case, there is sufficient throat depth.*

*The other driveway is on Arney Road and is a minimum of 50' long as well.*

Throat Length (Local Street)              20' minimum  
*There are no driveways designed to access a local street.*

Corner Clearance Guidelines (Local Street)    30' minimum  
*There are no driveways designed to access a local street.*

Corner Clearance Guidelines (Service Collector) 50' minimum  
*The driveway on Robin Avenue is set back well beyond the 50' minimum from the intersection of both Arney Road and Woodland Avenue.  
The driveway on Arney Road is set back well beyond the 50' minimum from the intersection of both Robin Avenue and Highway 219*

Driveway Separation Guidelines  
*The 2 proposed driveways are on different streets, separated by an intersection.*

**3.04.04    Improvement Standards**

The portion of the driveway on private property shall be paved with:

- A. Portland cement concrete to a minimum depth of six inches, or
- B. Asphalt concrete to a minimum depth of two inches, or
- C. Brick or pavers with a minimum depth of two and one-fourth inches.

*The portion of the driveway on private property will be paved with either Portland cement concrete or asphalt concrete. The specific material will be specified at time of building permit submittal.*

### **3.04.05 Traffic Impact Analysis**

- A. A Traffic Impact Analysis (TIA) may be required by the Director prior to the approval of a City access permit when the Director estimates a development proposal may generate either 100 or more additional, peak trip hours, or 1,000 or more additional daily trips, within ten years of a development application. *See Transportation Assessment Letter from Kittelson & Associates, Inc., attached.*

e. Section 3.05 Off-Street Parking and Loading

### **3.05.01 Applicability**

The provisions of this Section shall apply to the following types of development:

- A. All requirements and standards of Section 3.05 shall apply to any new building or structure constructed after the effective date of the Woodburn Development Ordinance (WDO).  
*This proposal is for a new development on a vacant lot therefore these requirements apply.*

### **3.05.02 General Provisions**

- A. All required parking and loading spaces shall be retained and maintained in accordance with the standards of the WDO.  
*Acknowledged and agreed.*
- B. The land for off-street parking and loading shall either be:
1. Owned in fee title by the owner of the structure or site being served by the parking area, or  
*The property is owned in fee title by the owner of the site.*
- C. When calculations for determining the number of required off-street parking spaces results in a fraction of a space, any fraction of a space less than one half shall be disregarded, and a fraction of one-half or greater shall be counted as one full space.  
*Total spaces were calculated for each individual building, totaled together and then the fraction was either round up or disregarded. See Site Plan for calculations.*
- D. Off-street parking and loading spaces shall be provided on the same lot as the primary building or use except that:  
*This development proposal plans for all off street parking and loading spaces to be on the same lot as the primary building or use. No exceptions are requested and no parking will be off site. See Site Plan for off street loading spaces.*
- E. Setback
1. In commercial and industrial zones, the parking, loading and circulation areas shall be set back from a street a minimum of five feet.  
*The property is zoned CG (Commercial General) therefore all parking spaces are setback from the street right of way by a minimum of 5 feet.*
  2. Parking, loading and circulation areas shall be setback from a property line a minimum of five feet, unless there is a shared use agreement to the satisfaction of the Director, verifying shared use between the separate properties.  
*Currently the development site is one lot. Should there be a partition or subdivision application*

*submitted in the future it will include a shared use agreement between the properties. Regardless, all parking and loading areas are setback from the street right of way by a minimum of 5 feet.*

- F. All vehicle parking and loading areas shall be paved to the standards of this ordinance (Section 3.04.04). *Vehicle parking and loading areas will be paved with asphalt concrete.*
- G. All vehicle parking, loading and storage areas shall be graded and provide storm drainage facilities approved by the Director.  
*See Stormwater and Grading Plan.*
- H. All parking spaces, except those for single family and duplex dwellings, shall be constructed with bumper guards or wheel barriers that prevent vehicles from damaging structures, projecting over walkways so as to leave less than four feet of unobstructed passage, or projecting over access ways, abutting properties or rights-of-way.  
*See Site Plan for location of wheel barriers.*
- I. Maneuvering areas shall be designed in compliance with this Section (Table 3.05C). Off-street parking areas shall be designed so that no backing or maneuvering within a public right-of-way is required. These provisions do not apply to single family dwellings or duplexes.  
*See Site Plan for dimensions. All maneuvering areas have been designed in compliance with Table 3.05C.*

### **3.05.03 Off Street Parking**

#### **A. Number of Required Off-Street Parking Spaces**

1. Off-street vehicle parking spaces shall be provided in amounts not less than those set forth in this Section (Table 3.05A).

##### ***Off Street Parking Ratio Standards Table 3.05A***

<i>Food and Drinking Places</i>	<i>1/200 square feet</i>
<i>General Retail Sales</i>	<i>1/250 square feet</i>

*The uses currently proposed for this site generally fall into the 2 categories listed above and the parking analysis has been based on those categories. Final parking analysis to be confirmed at time of building permit submittal for tenant infill.*

<i>Site Plan Label</i>	<i>Building Size</i>	<i>Parking Required</i>	<i>Parking Count</i>
<i>Pad A (Retail)</i>	<i>5980 sf</i>	<i>1/250 sf</i>	<i>23.92</i>
<i>Pad B (Retail)</i>	<i>7101 sf</i>	<i>1/250 sf</i>	<i>28.40</i>
<i>Pad C (Retail)</i>	<i>11026 sf</i>	<i>1/250 sf</i>	<i>44.10</i>
<i>Pad D (Retail)</i>	<i>4260 sf</i>	<i>1/250 sf</i>	<i>17.04</i>
<i>Pad E (Drive Through)</i>	<i>3150 sf</i>	<i>1/200 sf</i>	<i>15.75</i>
<i>Pad F (Retail)</i>	<i>14400 sf</i>	<i>1/250 sf</i>	<i>57.60</i>
<i>First National Taphouse (Food/Drink)</i>	<i>6500 sf</i>	<i>1/200 sf</i>	<i><u>32.50</u></i>
<i>Total Parking Spaces Required</i>			<i>219.31 or 220</i>
<i>Total Parking Spaces Shown</i>			<i>262</i>

**Note:** *Building square footages are approximate and will be less than stated once architectural plans are finalized.*

- B. Accessible parking shall be provided in amounts not less than those set forth in Table 3.05B. The number of accessible spaces shall be included as part of total required vehicle parking.  
*The total required accessible parking for the development site is found in Table 3.05B. The development*

*site falls in the range of 201 – 300 parking spaces therefore 7 accessible parking spaces are required. One of those accessible spaces is to be wheel chair only. Nine accessible spaces are shown on the Site Plan.*

- C. A maximum of 20 percent of the required vehicle parking spaces may be satisfied by compact vehicle parking spaces.  
*The required spaces total 220. The proposed compact parking spaces total 12 or 5.5%, less than the maximum allowed. The compact spaces that are shown are compact in length only. They have all been designed to have the width (9') of a regular parking space.*
- D. Off-street vehicle parking spaces and drive aisles shall not be smaller than specified in this Section (Table 3.05C).  
*As specified in Table 3.05C, all 90 degree standard or accessible spaces are 9' wide and 19' deep with a 24' drive aisle (since all drive aisles are 2 way). See Site Plan for dimensions. All 90 degree compact spaces are 15' deep with a 24 foot drive aisles. Different from the table the width of the compact space is still a generous 9' allowing for easier maneuvering in spite of the reduced stall depth.*
- E. All uses that are required to provide 10 or more off-street parking spaces and residential structures with four or more dwelling or living units shall provide a bicycle rack within 50 feet of the main building entrance. The number of required rack spaces shall be one space per ten vehicles parking spaces, with a maximum of 20 rack spaces.  
*The total required parking space count is 220. The required bicycle parking is at a ratio of 1 per 10 parking spaces or 22 spaces. The bicycle parking has been dispersed throughout the site. See Site Plan.*
- F. Garages.  
*Not applicable.*
- G. Additional design standards apply to DDC zone.  
*Not applicable. Development site is in the CG zone.*

### **3.05.04 Off Street Loading**

- A. Off-street loading spaces shall comply with the dimensional standards and amounts not less than those set forth in this Section (Table 3.05D).

*Each of the Pad sites when taken separately required 1 Off Street Loading Area. Pad A and Pad B are effectively one larger building when combined only require 1 off street loading space. Two are shown for these buildings as it is assumed there will want to be multiple opportunities for truck access. The same is true of Pad D and E.*

<u>Site Plan Label</u>	<u>Building Size</u>	<u>Off Street Loading Parking Count</u>
Pad A (Retail)	5980 sf	1 space required
Pad B (Retail)	7101 sf	1 space required
Pad C (Retail)	11026 sf	1 space required
Pad D (Retail)	4260 sf	1 space required
Pad E (Drive Through)	3150 sf	Shared with Pad D
Pad F (Retail)	14400 sf	1 space required
First National Taphouse (Food/Drink)	6500 sf	1 space required

*Off-street loading spaces are required to be 12' wide, 30 feet long and a height of 14 feet. See Site Plan for location and dimensions.*

### **3.05.05 Shared Parking**

- A. Shared parking shall be allowed through a Zoning Adjustment, Design Review, Conditional Use, or Planned Unit Development.

*None of the parking requirement is met through shared parking.*

f. Section 3.06 Landscape Standards

### **3.06.02 General Requirements**

- A. Building plans for all uses subject to landscaping requirements shall be accompanied by landscaping and irrigation plans.

*See attached Planting Plans. An irrigation note was added to the planting plans. Conversations with planning staff indicated that Irrigation Plans were not necessary as long as an irrigation note was added ensuring an automatic system would be installed.*

- B. All required landscaped areas shall be irrigated unless it is documented that the proposed landscaping does not require irrigation.

*See attached Planting Plans. An irrigation note was added to the planting plans.*

- C. All shrubs and ground cover shall be of a size upon installation so as to attain 80% of ground coverage within 3 years.

*See attached Planting Plans. The majority of the shrubs will be installed in a 5 gallon size which will ensure 80% ground coverage in 3 years. Ornamental grasses and perennials are typically installed in 1 gallon size as they grow more quickly than shrubs and will easily attain coverage in 3 years.*

- D. Installation of plant materials and irrigation specified in an approved landscaping plan shall occur at the time of development and shall be a condition of final occupancy. Should site conditions make installation impractical, an acceptable performance agreement may be approved, subject to the requirements of this Ordinance (Section 4.02.08)

*Currently the plans are to install the planting and irrigation at time of development but should conditions warrant a change in that schedule the applicant will explore a performance agreement option.*

- E. The property owner shall be responsible for maintaining all landscaping, fences, and walls in good condition, so as to present a healthy and orderly appearance. Unhealthy and dead plants shall be removed and replaced, in conformance with the original landscape plan.

*See attached Planting Plans. This condition is understood.*

- F. The required number of plant units shall be met by a combination of plant materials listed in the Ordinance (Table 3.06B)

*Planting Requirements Table 3.06A sets out the minimum planting units required. Table 3.06B indicates how the planting satisfies the requirements.*

*See Attachment I spreadsheet for planting requirement calculations.*

- G. Required plant units need not be allocated uniformly throughout specified landscaping areas, but may be grouped for visual effect.

*See attached Planting Plans.*

- H. Landscaped areas that are not covered by plant materials shall be covered by a layer of bark mulch or decorative rock, a minimum of two inches in depth.

*Landscaped areas not covered by plant materials will be covered by a layer of bark a minimum of 2" in depth.*

- I. A six inch high concrete curb shall be provided between landscape areas and parking and circulation areas.

*All landscaped and parking areas are separated by a 6" high concrete curb. See Site Plan for location.*

- J. Plant materials shall be appropriate to the climate and environment of Woodburn.  
*A licensed Landscape Architect prepared the Planting Plans and will attest to the appropriateness of the plantings for the Woodburn area.*
- K. Prohibited trees identified by this ordinance (Table 3.06D) do not count towards required landscaping.  
*See attached Planting Plans. No prohibited trees have been used.*

### **3.06.03 Landscaping Standards**

#### **A. Street Trees**

Within the public street right-of way abutting a development, street trees shall be planted to City standards, prior to final occupancy

- 1. One tree per every 50 feet of street frontage shall be planted within the right of way, subject to vision clearance area standards and placement of public utilities.  
*The street frontage requires the installation of 36 trees. ODOT is installing 4 street trees and 4 existing street trees will remain. This project is proposing to install 27 street trees.*
- 2. Street trees shall be planted according to the property's zoning, and the abutting street's classification in the Transportation System Plan:
  - a. Large trees shall be planted along Major and Minor Arterial streets.  
*State Highway 219 is classified as a Major Arterial. 6 large trees have been planted along this right of way in addition to the 4 trees that ODOT is proposing.*
  - b. Medium trees shall be planted along Service Collector and Access/Commercial streets.  
*Robin Avenue and Woodland Avenue are classified as service collectors. Medium trees have been planted along those roads.*
  - c. Small trees shall be planted along all other streets  
*Arney Road is classified as a service collector. Medium trees have been planted along this street.*
- 3. The Director may modify this requirement, based on physical constraints and existing conditions, including the location of driveway s and utilities. Such modification may include relocating the street trees to abutting private property.  
*No modification is requested at this time.*

- B. Site landscaping shall comply with Table 3.06A.  
*See Attachment I for plant count meeting the requirements of Table 3.06A.*

### **3.06.04 Plant Unit Value**

*See Attachment I for plant count meeting the requirements of Table 3.06A.*

### **3.06.05 Screening**

- A. Screening between zones and uses shall comply with Table 3.06D.  
*The property is zoned CG.*  
*Property to the west is zoned RS.*  
*Property to the south is zoned CG.*  
*Property to the east is zoned CG.*  
*Property to the north is zoned both P/PS and RS.*

*The screening requirement when abutting P/PS and CG is for D which is architectural wall, fence or hedge. For much of the length of the P/PS zone (see Site Plan) a building wall is adjacent to the right of way (Building Pad C) effectively operating as a screening wall. There is extensive planting and trees between the P/PS zone and this building effectively softening the visual impact even further.*

*On the east boundary the wall of Building Pad C and Building Pad F abuts the right of way as well. For the remainder of the right of way, except for drive way openings, a hedge has been installed to create screening while at the same time complimenting the remainder of the proposed landscaping.*

*To the south the majority of the area adjacent to the right of way is occupied by building walls softened by extensive planting effectively creating the required screen.*

*To the west the property is zoned RS and the requirements are for an architectural wall 6' – 7' high. In this case the property across the street already has comparable screening in the form of a concrete masonry unit wall that is 8 feet tall. There for wall on the development site is not required. Additionally much of that west property line is also occupied by extensive building walls and plantings.*

*And finally, for approximately 175 at the northwest corner of the site the development site is across from property zone RS. That portion of the RS is the back yard of the existing manufactured home park and the driveway side of the nearest home. The closest home is 150 feet from the property, and south of that home are a large grove of site obscuring trees and a pump house.*

*In order to create some continuity with the hedge/screening adjacent to the P/PS zone to the east, and on this same side of the project, we proposed screening with plant materials that would be more appropriate. See attached Variance Application.*

- C. All parking areas, except those for single family and duplex dwellings, abutting a street shall provide a 42" vertical visual screen from the abutting street grade.  
*See Planting Plan. All parking areas abutting a street provide a 42" visual screen.*

**3.06.06 Architectural Walls**

*None are proposed. See Variance Application.*

**3.06.07 Significant Trees on Private Property**

*There are no trees on the development site that are 24" caliper and over.*

g. Section 3.07 Architectural Design

**3.07.01 Applicability of Architectural Design Standards and Guidelines**

- A. For a Type II and III review, the criteria of this Section shall be read as "should" and shall be applied as guidelines.

**3.07.06 Standards for Non-Residential Structures in Residential, Commercial and Public/Semi Public Zones.**

*See attached Architecture Elevations (in drawing set) and Attachment F for material photos.*

B. Architectural Design Guidelines

1. Mass and Bulk Articulation Guidelines

- a. Building facades visible from streets and public parking areas should be articulated, in order to avoid the appearance of box-like structures with unbroken wall surfaces.

*All building facades, whether visible from the street or public parking areas have been articulated to create interest and aesthetically appealing buildings.*



- b. The appearance of exterior walls should be enhanced by incorporating three-dimensional design features, including the following:

- (1) Public doorways or passage ways through buildings.
- (2) Wall offsets or projections
- (3) Variation in building materials or textures
- (4) Arcades, awnings, canopies or porches

*All of the buildings have incorporate the three dimensional design features listed above except (1). The buildings are located on the site in such a way as to be accessible from the parking lot. A through passage in a building would not serve any functional purpose. There are, however multiple buildings and pathways to walk between them to access the public sidewalk.*

2. Materials and Texture Guidelines

- a. Building exteriors should exhibit finishes and textures that reduce the visual monotony of bulky structures and large structural spaces. Building exteriors should enhance visual interest of wall surfaces and harmonize with the structural design.

*See attached Architecture Elevations (in drawing set) and Attachment F for material photos. A variety of materials have been shown that reduce the bulk and scale of the proposed buildings, provide interest at the pedestrian level and from a distance and incorporate structural elements with the wall surfaces so as to blend, create harmony and to provide a unifying look throughout the development.*

- b. The appearance of exterior surface should be enhanced by incorporating the following:
- (1) At least 30% of the wall surface abutting a street should be glass.

*Architectural elevations abutting a street:*

- |                           |                     |
|---------------------------|---------------------|
| • First National Taphouse | west and north wall |
| • Pad A and B             | west wall           |
| • Pad C                   | north and east wall |
| • Pad D and E             | south wall          |
| • Pad F                   | south and east wall |

*These elevations contain 30% glass. See Architectural Elevations (in drawing set).*

- (2) All walls visible from a street or public parking area should be surface with wood, brick, stone, or stucco, or with siding that has the appearance of wood lap siding.

*On all facades of the buildings multiple materials have been utilized to create interest. These include wood, stone, steel, concrete, stucco, etc. The Material Images attached to this document will give a clear visual representation of what is proposed for these structures.*

- (3) The use of plain concrete, plain concrete block, corrugated metal, plywood, T-11 and sheet composite siding as exterior finish materials for walls visible from a street or parking area should be avoided.

*These materials have been used minimally if at all. There is some corrugate sheet metal products but it is used in an architectural manner for awnings and accents as opposed to being the main element of the exterior wall.*

- (4) The color of at least 90 percent of the wall, roof and awning surface visible from a street or public parking area should be an "earth tone" color containing 10 parts, or more of brown or "tinted color, containing 10 parts or more white.

*The majority of the elements of the buildings will be earth tone stone, roof, facades and natural wood tone where there are wood elements.*

- (5) Fluorescent, "day-glo", or any similar bright color shall not be used on the building exterior. These colors will not be utilized as exterior colors.

3. Multi-Planed Roof Guidelines

- a. The roof line at the top of the structure should establish a distinctive top to the building.  
*See Architectural Elevations (in drawing set) for visual assurance of this requirement.*
- b. The roof line should not be flat or hold the same roof line over extended distances. Rather, the roof line should incorporate variations, such as:
  - (1) Offsets or jogs in the plane of the roof;
  - (2) Changes in height of the exterior wall for the flat roof buildings including parapet walls with variations in elevation or cornices.*See Architectural Elevations (in drawing set) for visual assurance of this requirement.*

4. Roof-Mounted Equipment Guidelines

All roof mounted equipment, except solar collectors, should be screened from view by:

- a. Locating roof mounted equipment below the highest vertical element of the building, or
- b. Screening roof mounted equipment using materials of the same character as the structure's basic materials.  
*See proposed buildings are still in the design development phase of design. Roof mounted equipment will be screened from view using one or both of these suggestions. This can be reviewed at time of building permit submittal.*

5. Weather Protection Guidelines

All building faces abutting a street or public parking area should provide weather protection for pedestrians. Features to provide this protection should include:

- a. A continuous walkway at least eight feet wide along the face of the building utilizing a roof overhang, arcade, awning or canopies.  
*The majority of the buildings have 10 foot wide sidewalks on the elevation facing the parking lot where people will be entering the stores. There are no entries on the facades facing the streets. All buildings have an extensive system of awnings to provide weather protection for pedestrians. See Architectural Elevations (drawing set).*
- b. Awnings and canopies that incorporate the following design features:
  - (1) Angled or curved surfaces facing a street or parking area
  - (2) A covering of fabric, or matte finish vinyl
  - (3) A constant color or pattern scheme for all buildings within the same development
  - (4) No internal back lighting*Awnings will incorporate these design features however the covering will more than likely be an architecturally pleasing corrugated metal. See Material Images, Attachment F.*

h. Section 3.10 Signs

*Signs locations will be approved through a sign permit and meet Woodburn Sign Code requirements. Schematic locations have been shown on the Site Plan pending approval through the sign permit process and planning approval.*

**Conclusion**

The proposed development meets the criteria and spirit of the city of Woodburn Development Code and is an appropriate use of this commercially zoned property.

We look forward to your review and any suggestions you might have that would improve the project and make approving it an easier task for the Planning Commission to review and approve this as well.

Thank you to the city of Woodburn staff for assisting with answers and code interpretations along the way.

Respectfully submitted,  
Schirmer Satre Group

A handwritten signature in black ink, appearing to read 'Carol Schirmer', with a stylized flourish extending to the right.

Carol Schirmer  
Owner